

Washington State Bicycle and Pedestrian Advisory Committee Meeting

Saturday, June 1, 2002
9:30 a.m. – 3:00 p.m.
GC Building
25 N. Wenatchee Ave, Suite 225
Wenatchee, WA 98801

Meeting Summary

Attendance

BPAC Citizen Members:

Mark Semrau, Chair and Puget Sound Representative
Ernie Grillo, Puget Sound Representative
Todd Smith, North Central Representative
David McColloch, Olympic Area Representative

BPAC Ex Officio Members:

Jana Augustine, Eastern Region
TJ Nedrow, Olympic Region
Bob Caldwell, Northwest Region
Matt Wisen, North Central Region
Donna Storeide, South Central Region
John McConnaughey, Southwest Region

Others:

Skip Rowland, Organizational
Development Consultant

WSDOT Community

Partnership Program Staff:

Julie Matlick, Program Manager
Paula Reeves, Bike/Ped Coordinator

Introductions

Mark Semrau called the meeting to order at 9:40 a.m.

Public Comment

No public comment period as this meeting was a committee work session.

Approval of Prior Meeting Summary from the January Meeting.

No meeting summary approval at this meeting.

Reviewing the Committee Charter and Existing Policies — Paula Reeves

Julie Matlick, WSDOT's Community Partnership Program Manager, opened the meeting by introducing Paula Reeves as the new Bicycle and Pedestrian Coordinator who will serve as staff to this Committee. Paula started discussion by reviewing some existing policies and the Committee's Charter. The Committee purpose in the Charter states, "The purpose of this Committee is to assist and advise the department in planning and developing bicycle facilities and programs." Paula also reviewed the relevant policy statements included in WSDOT's Highway System Plan and Bicycle and Pedestrian Plan:

HIGHWAY SYSTEM PLAN

Improve existing travel options.

Bicycle/Pedestrian Corridors-

Develop bike/pedestrian corridors where they support public transportation facilities and are viable commute corridors.

Create links and remove barriers between transportation facilities and services.

Urban Bicycle-

By 2020 increase the number of completed local bicycle and pedestrian networks by completing missing links along and across state highways.

Support statewide economic development through targeted transportation investments.

Economic Vitality-

Construct State Highway transportation improvements that solve transportation traffic flow or access deficiency on a State Highway; and support targeted economic development of new or existing basic industries and/or regional economic development, including regional tourism, within the corridor.

Improve the quality of tourists' related travel experiences in Washington.

Bicycle Touring Routes-

Decrease the number of miles of roadway segments with two feet of shoulder or less along designated rural bicycle touring routes (structures not included).

BICYCLE AND PEDESTRIAN PLAN:

"Washington State Department of Transportation (WSDOT) Bicycle and Pedestrian Plan establishes a goal of 10% reduction in bicyclist injuries and fatalities over the next 20 years while doubling the amount of biking and walking."

After reviewing these existing documents, Paula introduced Skip Rowland as a consultant who specializes in organizational development and team building. Skip facilitated the rest of the meeting and helped the group develop the first draft of a business and communications plan.

Discussion from the Committee members:

- Mark Semrau, the Committee Chair, felt that the purpose statement should not include the word “develop” as the committee does not actually develop facilities.
- TJ Nedrow raised the question of whether or not the committee should incorporate pedestrian and equestrian facilities into their role. The group determined that, under their existing charter, this was already part of their role and they should add a member with more of a pedestrian focus.
- The Committee concluded that they would modify their existing charter.
- The Committee discussed a mission statement including the term “premier bicycling state” in reference to Washington.

Developing Vision and Mission Statements – Skip Rowland and Committee

Skip lead into the next agenda item by posing questions. The group began listing words and phrases that described their vision, mission, and goals.

Discussion from the Committee members:

- John McConnaughey pointed out that there are some important differences between urban and rural bike and pedestrian facilities and this should be reflected in the vision and/or mission.
- Matt Wisen suggested a focused vision and mission statement that would be achievable.
- Donna Storeide stated that her personal goal was to increase awareness about bike and pedestrian issues within her region.
- Mark Semrau and Ernie Grillo both felt that community interface was an important part of the Committee’s vision and mission. They felt that helping to get information out to the public was part of the Committee’s role.
- Todd Smith felt that the group should be dealing with goals, policy and policy documents when they come together.

At this point Skip asked Paula to preview a preliminary web application to stimulate further discussion.

The committee discussed this type of tool as increasing staff time by answering route related questions more efficiently.

Before breaking for lunch, Skip reviewed the progress by identifying three primary categories that were emerging under the group’s vision and mission:

- (1) Review of Policy
- (2) Identification and Advise on Facilities
- (3) Development and Review of Documents

Skip asked the group to think and talk about these over lunch and come back prepared to move into a discussion of goals and objectives.

Setting Goals and Identifying Resources – *Skip Rowland and Committee*

Mark Semrau and Julie Matlick reconvened the meeting at 1:10pm with a review of what had been discussed before the lunch break. Skip and Paula worked with the group to craft a draft vision statement and mission statement on an overhead while the committee continued to have discussion.

After the committee accepted a preliminary vision and mission statement, the group began developing goals, objectives and task assignments in the same manner.

See the “First Draft Bicycle and Pedestrian Advisory Committee Business Plan” for the outcome of this discussion.

Planning for Improved Communication – *Skip Rowland and Committee*

At Julie’s request, Skip asked that the group extend the meeting to conduct a team building exercise focused on communication. The Committee agreed and proceeded to develop a communication plan by identifying six communication goals and related objectives and task assignments.

The outcome of this discussion is also included in the “First Draft Bicycle and Pedestrian Advisory Committee Business Plan”.

Next Steps

Based on the task assignments listed in the “First Draft Bicycle and Pedestrian Advisory Committee Business Plan”, the next steps for the entire committee include:

- reviewing and commenting on a summary of the June 1st Meeting, a copy of the first draft Business Plan, and revised Charter.
- establishing an Executive Committee.
- attending the next BPAC Meeting to be held **October 5, 2002 in Spokane**.

Next steps for individual members of the Committee include:

Mark Semrau (with support from Paula Reeves)– Establish Executive Committee and monitor communications.

John McConnaughey – Develop and Economic Impacts Analysis proposal and send out to the group in advance of the October Meeting.

Matt Wisen – Prepare an update on sign recommendation for the October Meeting.

Donna Storeide – Develop a proposal for a pilot project evaluating origins and destinations of bicyclists and walkers in the South Central Region to be discussed at the October Meeting.

Jana Augenstine and John McConnaughey (with support from Paula Reeves)—Recruit and appoint citizen members in your regions prior to the October Meeting.

Public Comment

There were no closing public comments as this meeting was a Committee work session.

The meeting adjourned at 3:20 p.m.